



# CITY OF HOUSTON

## Job Posting

<b>Applications accepted from:</b>	<b>All PERSONS INTERESTED</b>
<b>Job Classification</b>	<b>PROGRAMMER ANALYST IV</b>
<b>Posting Number</b>	<b>PN# 106735</b>
<b>Department</b>	<b>Municipal Courts Administration</b>
<b>Division</b>	<b>Systems Support</b>
<b>Section</b>	
<b>Reporting Location</b>	<b>61 Riesner, 2<sup>nd</sup> Floor*</b>
<b>Workdays &amp; Hours</b>	<b>All Shifts, days, and holidays*</b>
	<b>*Subject to change</b>

**DESCRIPTION OF DUTIES/ESSENTIAL FUNCTIONS**

Provides complex and varied technical support in computer programming and system design, testing, implementation and maintenance; determines new data processing needs and modifications. Provides direction for information and telecommunication systems policy and procedures. Directs development and maintenance for programs to meet user and system requirements. Reviews new technology and methods for applications relative to departmental needs. Assesses user needs through direct communication, site review and system analysis. Special projects as assigned. Maintain highest professional level of customer service by utilizing efficient problem-solving techniques to address customer concerns and inquiries.

**WORKING CONDITIONS**

This position is physically comfortable; the individual has discretion about walking, standing, etc.

**MINIMUM EDUCATIONAL REQUIREMENTS**

Bachelor’s Degree in Computer Science, Mathematics, Management and Information Systems or a closely related field.

**MINIMUM EXPERIENCE REQUIREMENTS**

Four (4) years of experience in systems analysis, design, programming and/or a closely related field are required. Directly related professional experience may be substituted for the education requirement on a year-for-year basis.

**MINIMUM LICENSE REQUIREMENTS** None

**PREFERENCES**

Preference will be given to candidates with experience in COBOL, CICS, DB2, IBM zOS Operating System

**SELECTION/SKILLS TESTS REQUIRED**

None. However, the department may administer and the applicant must successfully complete a computer skill assessment.

**SAFETY IMPACT POSITION** Yes ☒ No

If yes, this position is subject to random drug testing and if a promotional position, candidate must pass an assignment drug test.

**SALARY INFORMATION**

Factors used in determining the salary offered include the candidate’s qualifications as well as the pay rates of other employees in this classification. The salary range for this position is:

<u>Salary Range - Pay Grade 25</u>	
\$1,501 - \$2,659 Biweekly	\$39,026 - \$69,134 Annually

**OPENING DATE** September 7, 2005

**CLOSING DATE** OPEN UNTIL FILLED

**APPLICATION PROCEDURES**

Original applications only and resumes are accepted and must be received by the Human Resources Department during posting opening and closing dates shown, between 9:00 a.m. and 4:30 p.m. at 611 Walker St., 1<sup>st</sup> floor. **Our TDD (Telephone Device for the Deaf) phone number is 713.837.9471 candidates will be notified of their application status. All new and rehires must pass a pre-employment drug test and are subject to a physical examination and verification of information provided.**

An equal opportunity employer